

INSTRUCTIONS FOR FILING PETITIONS FOR TESTING ACCOMMODATIONS

Applicants with disabilities who require accommodations to take an examination administered by the Committee of Bar Examiners/Office of Admissions of The State Bar of California (Committee) must file a testing accommodations petition with the Committee. Applicants may file petitions anytime after registering with the Committee and are encouraged to file petitions for testing accommodations well in advance of the examination they intend to take. Petitions for testing accommodations will not be accepted for processing if postmarked after the final filing deadline for the specific examination as described in the instructions addendum that accompany the application forms.

A separate application must be filed to take an examination and application forms are available from the Office of Admissions in Los Angeles and San Francisco.

Applicants filing a petition for testing accommodations must file the applicable forms as listed below; the forms must be complete and processing of the petition will not begin until all necessary forms are filed and found to be complete. Failure to complete the forms properly may cause the forms to be returned as incomplete.

To be completed by the applicant:

FORM A (Petition for Testing Accommodations)

To be completed by a physician or other professional as designated in the forms:

FORM B (Physical Disabilities Verification)

FORM C (Learning Disabilities Verification)

FORM D (Attention Deficit/Hyperactivity Disorder Verification)

FORM E (Mental Disability Verification)

To be completed by the law school:

FORM F (Law School Verification)

To be completed by a bar admission administrator if an applicant has received accommodations to take an examination administered in another jurisdiction:

FORM G (Bar Admissions Administrator Verification)

Applicants receiving testing accommodations who elect to type the examination must conform to the policies relating to the use of typewriters and word processors by the general applicant population, unless as part of their accommodation they were granted a variance of those policies. Applicants must notify the Office of Admissions on Form A of their intention to use a typewriter or word processor so that the appropriate logistical arrangements can be made in advance of administration of the examination.

All assistants must sign a "Declaration of Special Assistant" form and all applicants receiving extra time must file an "Extended Examination Period Declaration" form. Applicants may also be required to sign a Hold Harmless Agreement releasing the State Bar of California from any liability relating to the accommodations that are provided.